

MINUTES of a Meeting of Tatsfield Parish Council held on the 10th December 2018 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mrs Nichola Stokoe (in the chair) Mrs Althea Davies Mr Ian Mitchell Mrs Helena Garcia-MacLeod Mrs Kim Jennings Mr Mike Sarll

In Attendance: Samantha Head (Clerk)
Cllr David Hodge
Cllr Martin Allen
Cllr Becky Rush – Woldingham Parish Council

And 6 parishioners.

The meeting commenced at 8.05 pm

1. APOLOGIES

None

2. DECLARATIONS OF INTEREST (relating to items on the agenda)

None

3. Approve and sign the MINUTES of the previous meeting held on 12th November 2018

1784/1218 It was resolved that the minutes reflected a true and accurate record of the meeting held on 12th November 2018. They were duly signed by the Chair.

4. Receive and Accept the Minutes of the Neighbourhood Plan Steering Group meeting held on 17th October 2018

1785/1218 It was resolved to receive and accept the minutes of the Neighbourhood Plan Steering Group meeting held on 17th October 2018.

5. Receive and Accept the Minutes of the Finance Committee meeting held on 14th November 2018 and the Committee's recommendations/ resolutions

1786/1218 It was resolved to receive and accept the Minutes of the Finance Committee meeting held on 14th November 2018 and the Committee's recommendations / resolutions.

6. Receive and Accept the Minutes of the Finance Committee meeting held on 30th November 2018 and the Committee's recommendations/ resolutions

1787/1218 It was resolved to receive and accept the Minutes of the Finance Committee meeting held on 30th November 2018 and the Committee's recommendations / resolutions.

7. Public Participation

- Tatsfield Lodge mobile home installation – will it have separate vehicular access.
- Will Church Hill be resurfaced?

8. Officer's report on actions outstanding since the previous meeting

- Tree on Westmore Green outside 8 Wedgewoods was reported by a parishioner. The Clerk reported the this to TDC. Following a visit from the TDC officer, TDC will be thinning and carrying out a crown lift on three trees on Westmore Green. The work is scheduled for end of January / beginning of February 2019, subject to good weather.
- Christmas Lights – there had been three separate faults which have been fixed one after the other, as each fault seemed to be masked by the preceding one. The lights are now working.
- New lock at the AMB – this has been fitted and new keys have been distributed.

9. PLANNING:

(a) Planning Team for December: Nichola Stokoe and Mike Sarll

Nichola Stokoe indicated she would be unable to be on the planning team this month. Althea Davies offered to join the planning team.

1788/1218 It was resolved that the planning team for December would be Althea Davies and Mike Sarll

(b) To determine the Parish Council's position on Appendix A:

TA/2018/2181/TPO Saddlers, 54 Paynesfield Road, Tatsfield TN16 2BG

T1 – Silver Birch – Fell

(Retrospective ratification)

It was noted that a similar application for work on Silver Birches at a neighbour's property was refused. However, this was a matter for TDC's Tree Officer.

1789/1218 Comment: No comment

TA/2018/2213 Covers Quarry, Westerham, Kent

Stabilisation and restoration of Covers Farm Quarry using imported engineering materials to restore the site to grassland, including landscape planting and an ecological receptor area together with a temporary road and ancillary buildings. (Consultation from Kent County Council).

Ian Mitchell attended a consultation meeting in Westerham the week before. The only direct bearing on Tatsfield would be regarding traffic management into Westerham. The amount of HGV movements which will be controlled by traffic lights (operating only when necessary). Another consideration is that the works will come close to the border and the Cross-Valley Dyke. The application and English Heritage are aware of this.

All Highways works would be outside the parish except for the pinch point on the B2024.

It was noted that there was significant opposition to the application in Westerham.

1790/1218 Comment: Objection. The Parish Council wishes to object to the proposal on the basis of the detrimental effects of increased traffic movements on the B2024 (Clarks Lane) at its junction with Pilgrims Lane which is a known 'pinch point' that falls within the parish of Tatsfield. The Parish Council also wishes to draw attention to the need to have regard to the Cross-Valley Dyke as the proposed works would come close to the border and this ancient monument's location.

TA/2018/2284 Old Rectory Lodge, Rectory Lane, Westerham TN16 2DA

Single storey extension.

The Parish Council objected to the previous application (ref: 2018/1880) which was refused. The planning officer's report said at the time: "The Parish Council objected to the application due to the previous additions to the property in the Green Belt which has been discussed above. They also highlighted attention to the informative that was put on the decision notice of application 2007/1911..... which stated: "In light of the extent of previous development to the property the Council is unlikely to favourably consider any subsequent proposal for further works."

1791/1218 Comment: Objection. The Parish Council wishes to object on the same basis as the objection to the previous application made in 2018 (TA/2018/1880) in that the application still appears to be a disproportionate addition to the existing structure and the Parish Council would again draw attention to the planning officer's comments from 2007 (ref: 2007/1911) that 'in light of the extent of previous development to the property the Council is unlikely to favourably consider any subsequent proposal for further works'.

TA/2018/2028/TPO 11 Shipfield Close, Tatsfield TN16 2AU

T1 – Oak – Remove all secondary and tertiary branches from primary limbs up to a height of 10m.

1792/1218 Comment: No comment

TA/2018/1276 Anhedral, Greenway, Tatsfield TN16 2BS

Erection of two storey side, rear extensions and attached garage. Formation of additional hardstanding incorporating extension of driveway. (Retrospective)

Ian Mitchell declared that he was an immediate neighbour to this property. He took no further part in discussions.

Members discussed this retrospective application which had been built / finished differently to the plans submitted. It was generally agreed that had this been presented as a new application, and not a retrospective one, then in principle there would be no objection to the proposals.

1793/1218 Comment: No comment

1794/1218 The Clerk was requested to inform Tandridge Planning of the Parish Council's decisions.

10. Finance:

(a) Authorise payments (including authorisation of Internet banking) detailed in Appendix B

1795/1218 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for December.

(b) Authorise payments for Neighbourhood Plan detailed in Appendix B.1

1796/1218 Items on Appendix B.1 were duly approved. Cheques and supporting invoices were checked and signed by Mike Sarll and Althea Davies.

(c) Discuss and agree items requiring expenditure:

- Tree Popper – for Jim Yeeles use on SWT land and also on PC land - £272.00 + Vat
- Carpet cleaning of AMB communal areas – tbc
- Gritting of Lusted Hall Lane and Paynesfield Road / Crossways / Westmore Road - tbc

1797/1218 The tree popper expenditure was approved. The Clerk had been unable to obtain a definitive quote for the carpet cleaning as it is classed as 'professional cleaning' and needed to be quoted by square meterage. The Clerk estimated it may be around £80.00 + Vat. This was agreed by members. The Clerk was still waiting on figures etc from the farmer regarding route 2 gritting. It was agreed, in principle, by members that costs of £80 p/h for snow ploughing and £60 p/h for gritting were appropriate. Plus £1 per tonne for storing of grit/salt.

(d) Finance Team for December: Nichola Stokoe and Mike Sarll

Nichola Stokoe indicated she would be unable to be on the planning team this month. Althea Davies offered to join the planning team.

1798/1218 It was resolved that the Finance Team for December would be Mike Sarll and Althea Davies.

(e) Grant request 2019-20 Vern D'Anjou - £750.00

1799/1218 Members agreed to grant Vern D'Anjou £500.00. It was suggested that some additional fundraising could perhaps be undertaken.

(f) Approve Budget for 2019-20 as recommended by the Finance Committee (as per item 6)

1800/1218 It was resolved to accept the recommendations made by the Finance Committee and approved the Budget for 2019-20.

(g) Approve Precept amount for 2019-20 of £44,000

1801/1218 It was resolved to request a Precept amount of £44,000 for 2019-20.

(h) Formalise the closure of the two Cambridge Building Society Savings Accounts

1802/1218 It was resolved to close the two Cambridge Building Society Accounts as per the resolution made at the Finance Committee meeting held on 30th November 2018.

11. Notified Items

(a) Mid- year audit – report

This was the first meeting with the new auditor. No major issues were raised but a few suggestions were made which could help improve existing procedures.

(b) Grit bins – update

The Clerk reported that SCC Asset Management Team had confirmed all bins which had been logged at less than 76% full in the July/ August survey had been filled. Cllr Allen had noted that the bin at the top of Westmore Road was empty (ID 10593).

1803/1218 The clerk would report this to Cllr David Hodge.

(c) Chartwell Cancer Trust AMB resources

The Clerk had been contacted by the AMB tenants who had made a complaint about their tea and coffee supplies being used by other AMB users. The Clerk had emailed all groups and organisations to request that

they bring their own supplies. The Clerk had also offered that the PC would reimburse the missing supplies but CCT had politely declined this offer.

(d) Consultative Committee Meeting – minutes

These had been circulated to members.

(e) Request from Parade shopkeepers for additional street lighting

1804/1218 Members agreed that the shopkeepers should look to source their own lighting and the matter should be referred to the freeholders.

(f) SCC write up on TiB Gold award Success

The following had been written up by the SCC department responsible for administering the Members' Community Allowance Fund:

Tatsfield entered the South and South East in Bloom competition again this year and achieved a Gold award, coming second in the Large Village category.

The project was supported through Members' Community Allocation by Councillor David Hodge who gave them £1000 towards plants. In 2017 and 2018 the displays have been on the theme 'Tatsfield is Buzzing', which mainly comprised of plants which are attractive to pollinating insects.

Councillor Hodge has also granted them £688 towards their 2019 competition entry. The theme has not yet been decided.

In the meantime, the group will be keeping the village as clean and tidy as they can with regular weekly sessions of litter picking and general tidying up.

All the work is done by Tatsfield in Bloom volunteers. They also organise an annual village Spring Clean in April. The Litter Team, involves all parts of the village being continually looked after by 32 individuals living nearby who litter pick all the year round as and when they can.

Congratulations were offered by the Chairman to TiB on this year's successes.

(g) Request for signage to St. Mary's Church at the bottom of Ship Hill

The clerk had received the following request from Rev. Vince Short:

I am writing on behalf of the Church to request that consideration be given to provision of additional signage to the church from the village.

There is a wooden signpost "to the church" opposite the Village Hall pointing down Ship Hill.

However, I cannot see any signage at the crossroads (Ship Hill/Old Lane/Rag Hill/Church Hill). Additionally, Church Hill (and Rag Hill) are not named at the crossroads. If Church Hill was named that would help.

This creates a problem, as satnav for the church postcode TN16 2JX tells people they have arrived at the church when they arrive at that crossroads. People from outside the area are therefore finding it hard to find us when they come for marriages, funerals and other visits.

There is one arm missing on the signpost at the crossroads which could possibly be utilised.

1805/1218 Members resolved that TDC should be asked in the first instance if a road name sign could be erected for Church Hill at the junction mentioned above.

(h) Parish Assembly Meeting – 5th December – report

The clerk had circulated the report to members. It was noted that TDC had indicated that it would be looking to a wider contribution from PCs regarding district wide services over the next year. No details had as yet been provided.

(i) SCC Consultations – CRCs, Children's Centres, Libraries and Cultural Services, Concessionary Bus Travel, Special Educational Needs and Disability

1806/1218 It was agreed that members would submit individual responses.

(j) Police Meeting on 14th November – report

It was noted that Speedwatch should continue despite recent issues. A PC or PCSO would be able to attend. There had been a positive effect on rural crime and numbers had decreased. The opinion on the benefits of CCTV had been more positive than previously. It was asked whether PCSO Rupert Kelley would be resuming the police surgeries in the new shop. Martin Allen agreed to chase.

(k) The Parade – i) new shops ii) Asset of Community Value

i) Two new shops had opened – a convenience store /tea room and a florist. Both were noted to be very welcome additions to the village. Further to the update, Sheree Cook had revised the opening hours to include Thursdays for about 1.5 hours in the morning to enable residents to purchase papers etc.

ii) The Clerk was continuing to chase and had been advised by the legal team at TDC that a couple of checks were still currently being undertaken and there would be further news in the coming weeks.

(l) Park Wood Golf Club – Footpath 23

Following complaints from parishioners that work being undertaken by the golf club owners to footpath 23 had rendered the footpath impassable, although the path was not entirely obstructed, it was suggested that this now needed to be formally dealt with by SCC.

1807/1218 David Hodge agreed to speak to the relevant officers, who would be asked to provide the Clerk with an update.

(m) Cllr David Hodge – update

Cllr Hodge had officially resigned as Leader of SCC and it was confirmed that a new leader would be in place by 11th December.

Ian Mitchell commented that David Hodge's decision to step down was regrettable as he had done so much for Tatsfield, especially commended that he had discharged his duties to the parish as well as being the leader of the CC. The PC offered its thanks to David.

12. Reports from County Councillor, District Councillor, Village Organisations and External Organisations

a) County Councillor

Cllr Hodge noted that Ship Hill had recently been resurfaced.

There was a consultation by London buses (TfL) running which was reviewing all bus routes. It appeared that the 464 route would not be affected by this.

When DH steps down as CCllr, there will be a 5-6-week gap until a new CCllr is elected. He will ask Cllr Cameron McIntosh to step in.

b) District Councillor

Cllr Allen gave the following report:

- Went to County Hall to witness David Hodge's resignation speech.
- Along with Mike Sarll, met with Insp Dan Gutierrez on 14th November.
- Attended the CCC meeting on the 16th November with DH, NS and the Clerk along with BR (Becky Rush – Vice Chair Woldingham PC).
- Met with the 2 Independent Biggin Hill District Councillors on the 20th November – no news yet on the HGV signs.
- Tandridge District Council - attended Housing and Finance committees, 2 more Finance workshop meetings, a briefing on the Housing Strategy update, a briefing on Planning Enforcement, a meeting with the Chief Executive to discuss staffing problems/changes at the TDC and a CIL Committee meeting. TDC hold £1.9m and are seeking applications that meet the CIL criteria, just included highways.
- The Winter issue of Tandridge Magazine has still not been received by MA. He asked if anyone else had received their copy.
- Moorhouse – The Officers Applicant and County Highways and other local Councillors are awaiting an appointment to review the application in view of the new findings.
- The meeting regarding Furze Corner (held prior to this PC meeting) proved worthwhile and will develop into more on-going talks.
- MA has a meeting with the Grasshopper on 11th December.

c) Tatsfield in Bloom

TiB is planning a Fairtrade bed featuring recycled glass and plants.

d) Tatsfield Fairtrade Group

The AGM is scheduled for 8th January 2019. The Tea Party will be held on 10th March.

e) Horticultural Society

THS is putting together the 2019 Year Book.

The Compost Site is now closed.

The Community Fund for Surrey have just come back to say they can only find £5,500 (of £7,000) of funding for the new shredder. This is gratefully received but it leaves us a shortfall of £1,500 to find and a time limit of 12 months is ticking away on the National Lottery grant. The National Lottery grant will have to be repaid if it hasn't been used by this April 2019. The Community Fund for Surrey has now put the same deadline on its grant offer.

f) Village Hall Management Committee

The following points were raised:

- Staining around the new porch – James Blunt to be asked to look at the staining.
- Car park signs – Clerk noted she had circulated the mock up designs from ThinkPad and although several members had not liked some of the designs, no further suggestions had been made as to a preferred alternative. The Clerk had drafted letters to be sent to the residents of Bassetts, Vern Place and two other houses adjacent to the VH. Kim Jennings and Helena Garcia-MacLeod to deliver in the new year.
- Fence between Bassetts and VH is in poor condition. First action would be to ascertain who is liable for the repairs/replacement. Ian Mitchell agreed to find the plans and this would be put on the January agenda for further action.
- Front and Side porches – due to budget restrictions in 2019-20, the Finance Cttee had decided to postpone the works to repair and repaint the two porches. The VHMC has requested a copy of the quotes already obtained with a view to possibly contributing to the work.

g) Airport

Ian Mitchell would attend a Discover Gatwick meeting in the new year.

h) Speedwatch

Ian Mitchell gave the following report:

At the last Speedwatch session, five members were accompanied by PCSO Rupert Kelley. Despite large numbers of Speedwatch members, half a dozen drivers failed to respect the speed limit and have been reported.

There was mention at the last PC meeting that a session had been held in LHL in November and a person known to a PC member having been caught. There was a session further south in the district and its details were wrongly coded and attributed to Tatsfield. Revised letters have been sent out to the alleged offenders.

At this point in the meeting an update was given regarding the meeting regarding Furze Corner between PFA Members and TDC. Martin Allen and Ian Mitchell had also been in attendance:

Twelve members of the PFA attended. Among them were Mike Pendleton, Jon Allbutt, David King and Justin Naughton. They would like a longer lease and state they unable to obtain grants without greater security of tenure, so instead of a five-year lease they would propose 40+ years or the option to purchase. TDC said 15 years should be enough for grants, but grants depended on provision being made for the whole of the community - yoga, other clubs etc. The club house should not be empty. This seemed to be TDC's underlying message and was extended to saying that all bids for grants or assistance with the lease needed support from long-term users. It was also advised that the PFA constitution should be updated – it needed to be more about the community - and with PC representation.

Jon Allbutt was asked to draw up a maintenance plan for the site. He, in turn, asked to see TDC's standard maintenance conditions for places like Furze Corner.

In response to Mike Pendleton's request, TDC advised against the PFA purchasing the site: "We don't want the club owning it and vanishing 30 years down the line."

It appeared that TDC is happy to be flexible on the future rent levels but a management agreement needed to run alongside a future lease.

i) Neighbourhood Plan

The postal entries have now been uploaded to Survey Monkey so a total of 343 from 748 forms sent out - slightly less due to a miscalculation.

The next meeting would be held on 19th December at 8pm where items for discussion include the survey response and the issuing of the Business Survey and the Call for Sites.

j) Tatsfield Responders

No report

k) Little Acorns

No report

13. Parish Council Land/Property

a) Village Hall

- Main porch at front of VH – This scheduled work had been postponed at the recent Finance Committee meeting due to budget constraints.

b) Tatsfield Green

- Tatsfield Lodge – Boundary Dispute (under Part 2)
This item will be discussed under Part 2.

c) Westmore Green

- Pond – Phase 1 of the project had now been completed. Many positive comments had been received. Phase 2 was scheduled to begin in spring 2019. The chairman offered the PC's thanks to Ian Hayman and his team and George Greenslade for all their hard work.

d) AMB

- Building Works quotes – This scheduled work had been postponed at the recent Finance Committee meeting due to budget constraints.

14. Meetings to attend/ correspondence

- Discover Gatwick – Tuesday 15th January 2019 or Tuesday 19th February 2019. Ian Mitchell to attend.

15. Any other Business which the Chairman is of the opinion should be considered as a matter of urgency

- Ian Mitchell had attended a Surrey Community Housing Partnership meeting held on 29th November. There was a presentation of an alternative to affordable housing. Ian Mitchell gave the following report:
We were introduced to an alternative to the way we are trying to get more affordable housing into Tatsfield - the concept of Community Land Trusts (CLTs).
There are now almost 290 CLTs in England and Wales, and the sector has grown six-fold in the last six years. They have developed over 800 permanently affordable homes and are working to develop another 5,800.
<http://www.communitylandtrusts.org.uk/what-is-a-clt/about-clts>
We were told that a scheme is community led when:
 - There is meaningful community engagement and consent throughout the process.
 - The local community manages the homes in a manner of their choosing. This could be done in partnership with a housing association or be completely self-managed.
 - The benefits to the community are clearly defined and legally protected in perpetuity e.g. through an asset lock.

The principle is similar to what we have already done but involves local people as well as the parish council. Living or working in the area as members they would control the trust. It would be even less at risk of the government's right-to-buy regime than a conventional housing association project. Tandridge DC, with 1,500 people on its housing list has joined the Surrey Community Housing Project and Martin may well be reporting on this.

Louise Williams of English Rural was due to be at the meeting but was unwell and unable to attend.

16. Matters for reporting or Inclusion in a Future Agenda

None

Final public participation:

None

The meeting closed at 9.37 pm